

**HEALTH SERVICES AND DEVELOPMENT AGENCY  
AUDIT COMMITTEE MINUTES  
AUGUST 27, 2008**

**COMMITTEE MEMBERS PRESENT**

Koella, Carl, III, Chair  
Handorf, Charles, M.D., Vice-Chair  
Gaither, Keith, designee for the TennCare Director  
Jones, Clark

**COMMITTEE MEMBERS ABSENT**

Atchley, Bryan

**AGENCY STAFF PRESENT**

Hill, Melanie, Executive Director  
Bobbitt, Melissa, Administrative Services Assistant III  
Brogden, Reid, General Counsel  
Craighead, Alecia, Statistical Analyst III  
Farber, Mark, Assistant Executive Director  
Finchum, Rhonda, Office Manager  
Earhart, Phillip, Health Planner III  
Wells, Phil, Health Planner III

**GUESTS PRESENT**

Elrod, Dan H., Esq., Miller & Martin  
Lammert, Gregory  
Morris, John, designee for the Commissioner of Commerce and Insurance  
Trauger, Byron, Esq., Trauger & Tuke  
Troy, Peggy

**Chairman Koella, called the meeting to order in Meeting Room 12 of Legislative Plaza, Nashville, Tennessee.**

**A. Charter**

The Charter is to be changed as suggested by the Comptroller's Office to state that the Chairman is to be elected by the HSDA Board Members rather than by the Audit Committee members.

Dr. Handorf moved to adopt the change. Mr. Jones seconded. The motion CARRIED [4-0-0]. **APPROVED**

AYE: Handorf, Gaither, Jones, Koella  
NAY: None

**B. Risk Assessment**

Dr. Handorf moved to accept the revised Risk Assessment as submitted. Mr. Jones seconded. The motion CARRIED [4-0-0]. **APPROVED**

AYE: Handorf, Gaither, Jones, Koella  
NAY: None

Mr. Koella announced another meeting of the Audit Committee will be scheduled once the Audit has been published. Mr. Koella recommended that daily deposits be made after the afternoon mail has been received.

**CURRENT REPORTS**

**Minutes**

Mr. Jones moved to adopt the Audit Committee Minutes from the September 26, 2007 meeting. Mr. Gaither seconded. The motion carried [4-0-0] APPROVED.

AYE: Handorf, Gaither, Jones, Koella  
NAY: None

**Adjournment**

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Melanie M. Hill, Executive Director

MMH/MAB